

Reminder!

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## OHCAccess Reminder

For Distribution to All TSA Employees

January 2016

### Healthy Retirement Training Available Online

In July 2015, the Office of Human Capital (OHC) announced the release of a retirement application training called *Completing a 'Healthy' Retirement Application Package: Federal Employees Retirement System (FERS)*. The training is available to all Transportation Security Administration (TSA) employees two ways:

- Online Learning Center (OLC)
- [OHCAccess website](#) under Benefits > [Completing a "Healthy" Retirement Application Package](#)

OHC encourages retiring employees to complete this self-guided tutorial, which walks employees step-by-step through the forms they are required to complete after selecting their retirement date. The tutorial provides retiring employees with answers to these and other questions:

- What forms do I need to complete?
- When should I submit my retirement package?
- How do I submit a complete and correct retirement package to avoid delaying my retirement?
- Where should I submit my retirement package?

Additional retirement and benefits resources can be found on the OHC Employee Benefits iShare page and OHCAccess website under [HR Resources for TSA Employees](#).

If you have any questions, please contact the OHCAccess Help Desk at 1-877-872-7990 or [helpdesk@mailserver-hraccess.tsa.dhs.gov](mailto:helpdesk@mailserver-hraccess.tsa.dhs.gov). Executives, please contact the Executive Help Desk at 1-877-872-7991 or [ESO@mailserver-hraccess.tsa.dhs.gov](mailto:ESO@mailserver-hraccess.tsa.dhs.gov).